

Date _____

ROUTING AND TRANSMITTAL **IP**

Approved For Release 2006/02/07 : CIA-RDP84B00890R000300080118-9

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. EO/DDA	<i>[initials]</i>	12 MAR 1981
2. ADDA	<i>[initials]</i>	3-13
3. DDA	<i>[initials]</i>	3/13
4. Karen	<i>[initials]</i>	3/13

5.		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

Cys to each DA OD and STaff 3/16/81.

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

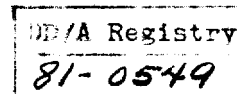
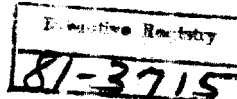
FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

TRANSMITTAL SLIP		DATE 3/12/81
TO: DDA		
ROOM NO.	BUILDING	
REMARKS:		
FROM:		
ROOM NO.	BUILDING	EXTENSION
FORM NO. 241 1 FEB 55		
REPLACES FORM 36-8 WHICH MAY BE USED.		
(47)		

Executive Registry
07-3716

CONFIDENTIAL

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12 March 1981

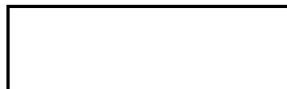
MEMORANDUM FOR: Deputy to the DCI for Resource Management
Deputy Director for Administration
Deputy Director for National Foreign Assessment
Deputy Director for Operations
Deputy Director for Science and Technology
General Counsel
Inspector General
Legislative Counsel
Comptroller
Director of Personnel Policy, Planning, and Management
Director of Public Affairs
Director, Office of Equal Employment Opportunity

DD/A REGISTRY

FILE - Meetings

FROM : Director, DCI/DDCI Executive Staff
SUBJECT : Support for DCI/DDCI Participation in Meetings

This office will prepare briefing books for DCI and DDCI meetings with the Secretaries of Defense and State and the Assistant to the President for National Security Affairs, as well as for selected meetings with other senior officials. You will be informed of these meetings, ordinarily by the Executive Secretariat, as quickly as they are scheduled. If you have items for discussion, you should bring them to my attention and provide any relevant background materials and talking points. Should we learn of subjects to be raised by other principals attending, we usually will ask the appropriate deputy or independent office head for comment and/or background.

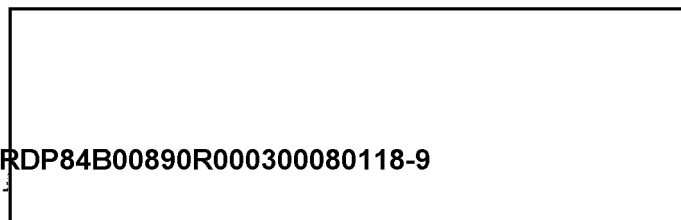


Robert M. Gates

25X1

cc: Executive Secretary

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